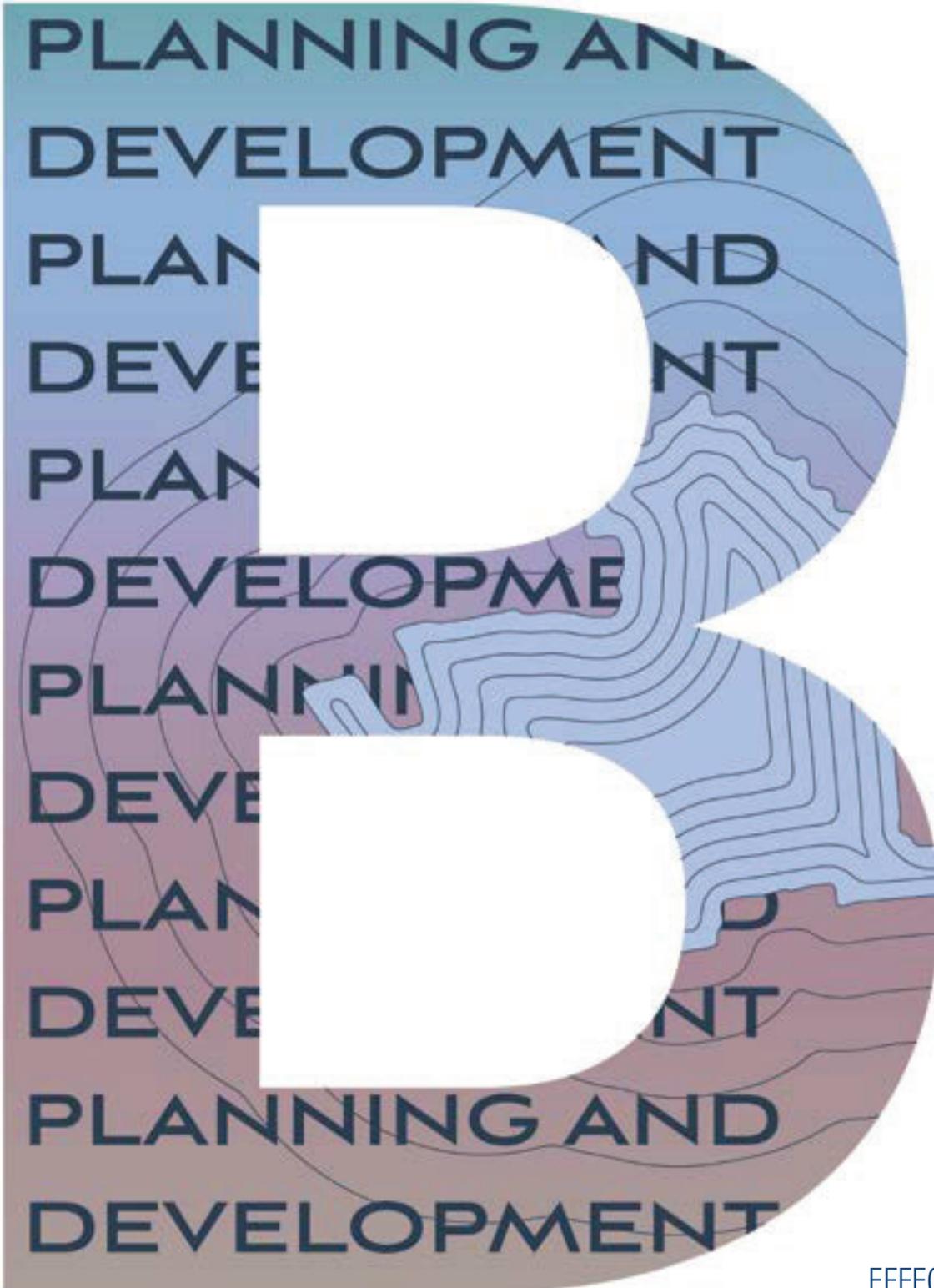


CITY OF BERKELEY

PLANNING AND DEVELOPMENT FEE SCHEDULE



EFFECTIVE 7/1/2025

LAND USE PLANNING

FEE TYPE / DESCRIPTION	FEE	Remarks
I. APPLICATION FEE:		
Application Fee: AUP, UP, VAR, MOD, DR, LM, Condo Conversion	\$500.00	Application fee to cover intake and initial completeness review: Assumes 2 hours.
II. ADMINISTRATIVE USE PERMIT (AUP)		
1. Tier 1 - Most complex projects	\$4,500	Base fee deposit assumes 18 hours. Add \$250 per each additional hour of staff time.
2. Tier 2 - Intermediately complex projects	\$3,500	Assumes 14 hours
3. Tier 3 - Least complex projects	\$1,500	Assumes 6 hours
4. Each additional AUP required in addition to primary application	\$500	Assumes 2 hours
III. USE PERMIT (UP) WITH PUBLIC HEARING		
1. Use Permit	\$5,500	Base fee deposit assumes 22 hours. Add \$250 per each additional hour of staff time.
2. ZAB Public Hearing (per hearing, in addition to permit fees).	\$1,250	Assumes 5 hours; includes materials
IV. VARIANCE		
1. Tier 1 - All Variances except inadvertent demolitions	\$5,500	Base fee deposit assumes 22 hours. Add \$250 per each additional hour of staff time.
2. Tier 2 - Inadvertent Demolition of Residential Structure	\$9,500	Base fee deposit assumes 38 hours. Add \$250 per each additional hour of staff time.
3. Each additional AUP, UP or Variance in addition to primary application	\$500	Assumes 2 hours
4. ZAB Public Hearing (per project in addition to permit fees)	\$1,250	Assumes 5 hours including materials
V. ZONING CERTIFICATE (MINISTERIAL PERMITS)		
A. All Zoning Certificate (ZC) reviews (e.g. ZCs for Business License, Home Occupations), EXCEPT as noted below:	\$250	Assumes 1 hour
1. Business License review - continuation of lawful existing use	No fee	No fee for continuation of existing legal use
2. Short-Term Rentals review	\$375	Assumes 1.5 hours
3. Accessory Dwelling Unit Neighborhood Notice	\$500	Assumes 2 hours for neighborhood notices and documentation
4. Accessory Dwelling Unit Plan Check	\$250	Assumes 1 hour for review
5. Zoning Certificate for Middle Housing (ZCMH)	\$2,000	Assumes 8 hours for review. The 15% Community Planning Fee will also be applied
6. Middle Housing Neighborhood Notice	\$500	Assumes 2 hours for neighborhood notices and documentation
7. Additional staff time (work performed beyond the time covered by the fees above)	\$250	Per hour of staff time

LAND USE PLANNING

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V. ZONING CERTIFICATE (MINISTERIAL PERMITS), continued		
B. Building Permit review		
1. Project with Administrative Use Permit (including new main buildings)	\$500	Assumes 2 hours
2. New main buildings (no Administrative Use Permit)	\$1,000	Assumes 4 hours
a. 1 to 19 residential units (Residential and/or Mixed-Use)	\$500	Assumes 2 hours
b. 20+ residential units (Residential and/or Mixed-Use)	\$1,000	Assumes 4 hours
c. Nonresidential building (no Residential uses)	\$1,000	Assumes 4 hours
3. Additions, Tenant Improvements, projects not listed above	\$500	Assumes 2 hours
4. Accessory Dwelling Unit Plan Check	\$250	Assumes 1 hour
5. Landmark review	\$250	Assumes 1 hour
6. In-kind Repair/Replacement (e.g. window replacement, dry rot repair, etc.)	\$125	Assumes half hour
7. Fourth and subsequent plan check submittal	\$250	per hour of staff time
VI. MODIFICATION/ TRANSFER		
1. Administrative Use Permit Modification (to existing AUP, or modification to UP allowed with an AUP)	\$1,500	Assumes 6 hours
2. Use Permit Modification (ZAB Review - Permit not exercised)	\$3,000	Base fee deposit assumes 12 hours. Add \$250 per additional hour of staff time.
3. Use Permit Modification (ZAB Review - Exercised Permit)	\$5,500	Base fee deposit assumes 22 hours. Add \$250 per additional hour of staff time.
4. Transfer of Administrative Use Permit / Use Permit	\$250	Per hour of staff time
5. Public Hearing (per hearing, in addition to permit fees)	\$1,250	Assumes 5 hours, including materials
VII. ENVIRONMENTAL REVIEW		
A. California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA)		
1. Initial Study resulting in a Negative Declaration or Mitigated Negative Declaration	\$6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
2. Environmental Impact Report (EIR)	\$10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
B. Mitigation Monitoring	\$4,000	Base fee Deposit assumes 16 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
C. Notices - NOE, NOD, etc.	\$1,000	Assumes 4 hours. Fee applies when notices are filed by the City on behalf of the applicant / City after all appeals are heard

LAND USE PLANNING

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VIII. DESIGN REVIEW		
A. Administrative Design Review		
1. Project valued under \$50,000	\$1,500	Assumes 8 hours
2. Project valued at \$50,000 to \$2,000,000	\$2,500	Assumes 12 hours
3. Project valued over \$2,000,000	\$3,500	Base fee deposit assumes 16 hours. Add \$250 per hour for staff time beyond 16 hours.
4. Signs/Awnings	\$300	Assumes 2 hours
B. Design Review Committee		
1. Project valued under \$50,000	\$2,500	Assumes 12 hours
2. Project valued at \$50,000 to \$2,000,000	\$3,500	Assumes 16 hours
3. Project valued over \$2,000,000	\$5,500	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
C. Final Review with the DRC		
1. Project valued under \$50,000	\$1,375	
2. Project valued at \$50,000 - \$150,000	\$1,650	
3. Project valued over \$150,000	\$4,675	
D. Additional Preview	\$550	
E. Modifications - DRC Projects	\$1,000	
F. DRC Public Hearing (per hearing, in addition to permit fees)	\$1,250	Assumes 5 hours, includes materials
IX. LANDMARKS PRESERVATION COMMISSION REVIEW		
A. Initiation		
Structure	\$50	As set by the Landmarks Preservation Ordinance, BMC 3.24.340.A
District	\$100	As set by the Landmarks Preservation Ordinance, BMC 3.24.340.B
B. Design Review - Structural Alteration (non-residential only)		
1. Project valued under \$50,000	\$1,700	
2. Project valued between \$50,001 and \$1,999,999	\$2,800	
3. Project valued at \$2,000,000 or more	\$5,500	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
C. Design Review - Signs and Awnings	\$1,100	
D. Demolition Review (non-residential structures 40 or more years old as required under Section 23C.08.050C of the Zoning Ordinance)	\$1,320	
E. Mills Act Historical Contract Processing - payable upon application (one-time payment)	\$4,620	
F. Mills Act Historical Contract Monitoring		
1. Payable upon application to cover 5 contract years	\$2,750	
2. Assessed at the beginning of each subsequent 5 years	\$2,750	

LAND USE PLANNING

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X. APPEALS		
A. Non-Applicant Appeal of AUP	\$2,000	
B. Reduced Non-Applicant Appeal of AUP	\$800	<i>Fee reduced if signed by persons who lease or own at least 35 percent of the parcels or dwelling units within 300 feet of the project site, or at least 20 such persons (not including dependent children), whichever is less</i>
C. Non-Applicant Appeals of ZAB or LPC	\$3,000	
D. Reduced Non-Applicant Appeals of ZAB or LPC	\$1,000	<i>Fee reduced if appeal is signed by persons who lease or own at least 50 percent of the parcels or dwelling units within 300 feet of the project site, or at least 25 such persons (not including dependent children), whichever is less</i>
E. Appeal of AUP by Applicants	\$4,000	<i>Assumes 16 hours</i>
F. Appeal of ZAB or LPC by Applicants	\$6,000	<i>Assumes 24 hours</i>
G. Appeal of DRSL or DRC by Non-Applicant	\$2,000	
H. Appeal of DRSL or DRC by Applicant	\$4,000	<i>Assumes 16 hours</i>
I. Appeal to address processing error by staff	Fee Waived	
XI. PLAN AMENDMENTS, RECLASSIFICATION REQUESTS, AND WATERFRONT MASTER DEVELOPMENT PLAN PERMITS		
A. General Plan Amendment	\$10,000	<i>Base fee Deposit assumes 40 hours. Add \$250 per additional hour for staff time, plus direct cost for consultants</i>
B. Specific Plan Amendment	\$10,000	
C. Rezoning / Reclassification Request	\$10,000	
D. Waterfront Master Development Plan Permit	\$10,000	
XII. CONDOMINIUM		
A. Rent Board Review	\$125	<i>per unit</i>
B. Notice of Local Law Compliance	\$4,000	<i>Assumes 16 hours</i>
C. Conversion to Condominiums - one to four units	\$6,000	<i>Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.</i>
D. Conversion to Condominiums - five or more units	\$10,000	<i>Base fee Deposit assumes 40 hours. Add \$250 per additional hour for staff time.</i>
E. Appeal of an Administrative Determination on Conversion of a TIC to the Planning Commission by an Applicant	\$4,000	<i>Assumes 16 hours</i>
F. Appeal of Planning Commission Determination on Conversion to the City Council by an Applicant	\$6,000	<i>Assumes 24 hours</i>
G. Appeal of Planning Commission Determination on Conversion to the City Council by a Non-Applicant	\$4,000	<i>Assumes 16 hours</i>

LAND USE PLANNING

FEE TYPE / DESCRIPTION	FEE	Remarks
XIII. MISCELLANEOUS FEES		
A. Penalty for Late Filing (When Zoning Permit, Use Permit or Variance is required for work already performed)	100%	of applicable fees
B. Zoning Complaint Re-inspection		
1. First Re-inspection	\$250	
2. Second Re-inspection	\$375	
3. Third Re-inspection and all inspections thereafter	\$500	
C. Agenda Subscriptions and Mailing Fees	Amount specified per A. R. 3.8	
D. Publications and Duplication of Records	Amount specified per A. R. 3.8	
E. Maps - large, color	\$36.00	
F. Duplication of Zoning Adjustments Board, Landmarks Preservation Commission, and Design Review Commission meeting recordings	Amount specified per A. R. 3.8	
G. Microfilm Duplication Fee	Amount specified per A.R. 3.8	
H. Records Management Fee	\$55	per application
I. Letters Regarding Status of Properties	\$250	per hour, 2 hour min.
J. Housing Density Bonus Analysis - if separate from other permits	\$250	per hour of staff time
K. Zoning Research	\$250	per hour, 2 hour min.
L. Arborist Review Services	\$250	per hour, 1 hour min.
M. Use Permit Monitoring	\$250	per hour of staff time
N. Pre-application Reviews		
1. Staff level review	\$1,000	Assumes 4 hours
2. Zoning Adjustments Board / Design Review Committee / Landmarks Preservation Commission / Planning Commission Review (at staff discretion in consultation with the applicant)	\$4,000	Assumes 16 hours
3. SB35, SB330, other Preliminary Development application reviews as required by State law	\$1,000	Base fee Deposit assumes 4 hours. Add \$250 per additional hour for staff time, plus other cost recovery as expended

LAND USE PLANNING

FEE TYPE / DESCRIPTION	FEE	Remarks
XIII. MISCELLANEOUS FEES, continued		
<p>O. Dedicated Project Review: In addition to all required fees, applicants may request (or the City may require) dedicated project review in which the applicant pays the City for staff overtime or to contract with a consulting firm with particular relevant expertise to review the application. In such instances, the applicant shall remit a deposit equal to the total amount of the contract, based on the bids received by the City pursuant to its purchasing procedures. Progress billings will be made if charges are expected to exceed deposit; prompt payment of bills will assure continued project review. Failure to remit a progress payment within an appropriate time frame, as determined by the Director of Planning and Development or their designee, will be treated as a withdrawal without prejudice to the underlying proposal.</p>	At cost	
<p>P. Community Planning Fee for General Plan and Zoning Ordinance Maintenance</p>	15%	<i>Surcharge on all Applications for AUP, UP, Modification and/or Variance.</i>
<p>Q. Coordinated Sign Design Program Fee</p>	\$2,217	<i>Sign program to cover multiple signs in one building or development</i>
<p>NOTE: The minimum deposits listed are intended to reflect typical project costs. Progress billings will be made during review of a project if charges exceed the deposit; prompt payment of bills will assure continued project review. Failure to remit a progress payment within the appropriate time frame as determined by the Director of Planning and Development or their designee, will be treated as a withdrawal without prejudice to the underlying proposal. All fees are required to be paid prior to scheduling the item for Council consideration.</p>		

TOXICS MANAGEMENT DIVISION

FEE TYPE / DESCRIPTION	FEE	Remarks
I. UNDERGROUND STORAGE TANKS (USTs) FEES		
1. Annual Operating Permit		
a. First Tank Per Facility	\$1,811	
b. Each Additional Tank	\$604	
2. Miscellaneous Fees		
a. New Installation		
Base Fee (includes one tank)	\$4,830	
Each Additional Tank	\$604	
Additional Reviews/Inspections	\$250/hour	
b. Closure/Removal - Business		
Base Fee (includes one tank)	\$1,811	
Each Additional Tank	\$845	
Additional Reviews/Inspections	\$250/hour	
c. Closure/Removal - Residential - Per Tank	\$725	
d. Inspection or Repair/Replacement/Modification	\$250/hour	